

# **Tyne Regatta at Tyne Amateur Rowing Club**

**19 June 2021**

**Event Plan** (including safety and Covid-19 aspects) – v2 as at 07-06-21

This document should be read in conjunction with the competition's rowing and Covid-19 risk assessments and the Instructions to Clubs and Crews, all available on the competition web site page here: [www.tynerowingclub.org/pages/tyne\\_regatta\\_2021\\_274001.cfm](http://www.tynerowingclub.org/pages/tyne_regatta_2021_274001.cfm) .

## **1 Introduction**

Tyne Regatta is organised by Tyne Amateur Rowing Club (TARC), with the help of Tyne United Rowing Club (TURC) and Newcastle University Boat Club (NUBC) as necessary depending on the number of entries.

The competition has an Organising Committee based on Tyne ARC's ongoing Events Group and will have a Race Committee working on the day. See Appendix 1 for details of these two committees. Contact names for race day (officials, marshalls, launch drivers, etc) will be given in Appendix 2, to be produced in the week before race day when all are known. A pre-race contact name is given in Section 9.

The competition will be run from the TARC club house, Water Row, Newburn, Newcastle upon Tyne, NE15 8NL with boats also embarking at TURC and possibly NUBC, both at Newburn Bridge Road, Blaydon, NE15 8NR.

Division 1 will be run at 9.30am, Division 2 at 11.30am and Division 3 at 1.30pm. The first boats (in Div 1) will be on the water from about 9.00am and the last boats (in Div 3) off the water by 4.30pm at the latest.

The course for the competition is 1000 metres (with about 200 metres further needed at each end for marshalling) and is shown on the accompanying course map. The waters are within the jurisdiction of the Port of Tyne and authorisation is necessary and is being sought on the basis of this and other documents.

The competition is for eights, quads and fours (coxed and uncoxed), doubles and pairs and singles. Races will be for both adults and juniors. The number of juniors is usually a small proportion of the total and the juniors racing are often more experienced and able than some of the adults.

The competition will be run under British Rowing's Rules of Racing and its RowSafe guidance with one local rule relating to racing through Newburn Bridge in the Instructions to Clubs and Crews. Insurance is provided through the club's NGB, British Rowing.

## **2 Planning and preparation**

Authorisation is required from the Port of Tyne (PoT). PoT requires copies of key safety documents and details of insurance. Emergency services are informed as appropriate to the scale of the competition. Insurance cover is supplied through British Rowing on its standard competition policy.

River closure is not being requested, as commercial traffic is minimal, but other potential users on this stretch of the Tyne will be informed in advance, with particular emphasis on other rowing clubs. Public Rights of Way pass through the various club sites at Newburn and warning notices will be put out on the day warning of activity and land marshalls will be asked to watch out for possible conflicts between rowers and walkers/cyclists.

Careful management of entries is important in minimising the risk of having too many crews both on site in general and on the water. Additional care will be taken this year in light of the Covid-19 pandemic, resulting in the number of entries being limited accordingly, taking into account the need to maintain adequate social distancing. There will be a safety limit of 30 races per division. If fully taken up this would equate to a maximum of 150 competitors being on the sites taken together during each Division.

A Covid-19 Officer has been appointed for the competition. It will be the Covid-19 Officer's responsibility to keep up to date with changes in national guidelines that may impact the running of the competition, and they will inform the Organising Committee of any necessary actions if changes emerge. They will be responsible for liaising with the visiting clubs on availability of names and contact details of all competitors and other visitors, plus club and race officials and volunteers for Test and Trace purposes, subject to the usual GDPR safeguards.

All present on the day will be asked through visiting clubs or direct to contact the Covid - 19 Officer immediately if experiencing symptoms of Covid-19 or testing positive for the virus in the 10 days following the competition.

The Organising Committee will ensure either internally or externally provided safety launch cover, first aid and communications are booked as necessary well in advance and all provision is confirmed a week before. Other resources relating to safety are available in-house, all to be checked as working prior to race day. The Organising Committee will prepare task rotas for volunteer helpers and fully fill them a week in advance, subject to later minor changes. Priority will be given as necessary to tasks directly related to safety.

Assistance will be sought from neighbouring clubs in good time if there are insufficient resources at the home club. Volunteers named for key roles, notably launch drivers and water-based marshalls, will be assessed for experience and competence. Written instructions for all volunteer roles and bought in services will be prepared and circulated in advance.

The clubs physically hosting on the day will ensure buildings, sites and boating steps are in a clean and safe condition, that toilet facilities are available, and that arrangements have been made to receive any crews that are wet and/or cold. Due to Covid-19, changing facilities will not be open to competitors unless in the event of a capsized or similar. This will be communicated to the competitors prior to the competition so that athletes can arrive prepared to race and with appropriate clothing for before/after competing.

Spectators will be strongly discouraged but if present they and others or others entering club buildings will be required expected to wear a face covering. They must all adhere to Government social distancing guidelines both inside and outside. Hand sanitising stations

will be available at key locations and cleaning products will be provided for use in the toilets. Visiting clubs will be responsible for cleaning their own equipment. Water and cleaning products can be made available on request.

This *Event Plan*, plus the *Course Map*, *Race Circulation Plan* and *Instructions to Clubs and Crews* plus a map with showing locations and advice on car parking will be issued to participating clubs and published on the competition web page online and on social media no later than one week before the event, preferably earlier. The competition poster published earlier will draw attention to key issues such as the need for Covid-19 related precautions.

### **3 Vehicle parking**

Other than host club and race officials, only trailers and towing vehicles can park at TARC and TURC. Car parking for crews boating at TARC is available at a public car park further along Grange Road opposite (but not at) Newburn Activity Centre. For those boating from TURC on the south bank competitors can use Newburn Bridge Approach Road alongside the club but not blocking the entrance. Parking for cars will also be available at NUBC on a first come first served basis.

The Highway Authority asks that no vehicles should be parked in an obstructive manner on road, footpath or verge and must observe all signed restrictions. Consideration must be made with regards to access for others on roads and footpaths when parking. Those attending will be asked to give especial consideration close to the residential areas bordering Grange Road near TARC.

The *Instructions to Clubs and Crews* mentioned above and issued a week before the competition to participating clubs will include these requirements and requests. A map showing all the relevant locations will also be issued. There will be no special direction signs (though this is being considered for larger events in the autumn and winter).

### **4 Weather and water conditions**

Tides times are known well in advance, but detailed weather forecasts will not be available until about a week before. During the week preceding the race, the competition Water Safety Adviser will monitor weather forecasts each day and inform the rest of the Organising Committees of concerns as necessary, noting not just the weather, but also the likely inter-action of wind and tidal/top-water flow, plus the related issue of debris in the water

The Organising Committee will ensure that entering clubs are kept informed of the weather prospects for the day via emails from the Competition Secretary (who does the administration of entries via the British Rowing Online Entry system - BROE) direct to entering clubs, the club web site and social media. The Organising Committee will review the need to cancel the competitions in advance throughout the week if prospects are poor.

Conditions along the whole course will be assessed early on race day and the Organising Committee or delegated race officials in conjunction with the race day Chair of the Race Committee (the chief umpire) shall decide if the competition can proceed as planned, or with the course shortened or with restrictions on who rows.

The Water Safety Adviser in conjunction with the Chair of the Race Committee can at any time on the day suspend or cancel racing, either as a whole or for particular classes of entry. Where it is thought still possible to run a reduced number of races, particular note will be taken of the possible young age or lack of experience of some crews and exclude these first.

Should a risk of thunderstorms and lightning be identified in advance, the organising committee will consider this information and decide whether to cancel early. If lightning occurs on the day, then the 30/30 rule will apply: rowing shall stop when the flash-to-bang count is 30 seconds (or less), and shall not resume until at least 30 minutes after the last lightning. If crews are on the water, they will all be instructed to return to the club where they boated and land there. If circumstances demand they can also land at the emergency landing spots in the start area.

## **5 Pre start on race day**

The Race Control location will be set up early in the day at TARC and remain staffed until completion of the competition and all boats off the water and loaded on trailers. A delegated official (to be named no later than a week before) will take on the role of overall Race Control coordinator on the day, though he/she may further delegate to others, with clear reporting lines.

A pre-race safety briefing for participating club coaches and individual rowers is not normally held. The Instructions to Clubs and Crews issued to clubs and published on the web page will contain adequate information to inform clubs and crews on what to expect. Late changes and/or adverse weather reports will be notified by email, on the web site and via social media if necessary.

The Water Safety Adviser must confirm to the coordinator at Race Control that all safety provisions are in place before the coordinator advises step marshalls that boating can take place.

Competitors will have been issued before race day with the order of racing (the 'draw') with boating times and locations. Land marshalls will ensure that these times are kept to.

Control Commission (an umpire and volunteer helpers under supervision) will undertake spot checks on key safety aspects of boats in accordance with the British Rowing's Rules of Racing, with an emphasis on younger juniors and novices. The club is not required to inspect every boat (see Section 8 re competitor and club responsibilities).

## **6 Communication including with Port of Tyne and emergency services**

The main means of communication will be by UHF radios. For this competition on a straight 1000 metre course there is good line of sight to/from all parts of the course. Mobile phones will be a back-up. Appendix 2 with its mobile phone number list and a clear communication protocol will be established by the Wednesday before race day and issued on the day to those who need it in full and key numbers will be available to all on the host club web site on the day.

Port of Tyne's Vessel Traffic Services (VTS) unit monitors and controls all commercial shipping, fishing and leisure movements on the River Tyne. Tyne VTS is operated on a 24 hour basis, using the call sign 'Tyne VTS', with Channel 12 as the primary maritime VHF radio frequency. Telephone number is 0191 257 2080 and email [TyneVTS@portoftyne.co.uk](mailto:TyneVTS@portoftyne.co.uk).

The Race Control coordinator will ensure that Tyne VTS on VHF channel 12 or via the phone number above is contacted (a) immediately before the events starts, (b) on completion of the event and (c) in the event of a serious on water incident. Depending on the nature of the incident and whether rescue or just medical aid is required fire, ambulance or police may be called. Given the short 1000m course and the good visibility of it all from the club, the services can all be given the club house post code (NE41 8DZ) as the location. *(N.B. This issue needs reviewing for longer winter courses).*

## **7 Standard procedures on the water**

For each Division the start marshalling launches will precede the first crews down the river to the start marshalling areas. The marshalling and safety cover launches and bank umpires/monitors will also be deployed along the river in accordance with the Course Map accompanying this document. All will report to the coordinator at Race Control when in place and the marshalling launches shall give regular reports on how the start marshalling is progressing. All launches will check for debris en route and clear or ask the coordinator to allocate another crew to clear.

The coordinator will check with all marshalling and safety launches, umpires, race monitors and finish officials that they are in place before asking the start marshalls and start umpire to initiate the first race.

Should a commercial craft, powered pleasure boat or other river user appear and be likely to interfere with the racing (most likely from downstream), the nearest water-based marshall or safety launch shall approach the craft and request it to turn around or wait. If the boat master refuses to do so and proceeds, then advice should be given that doing so may contravene Port of Tyne byelaws by endangering others. The coordinator and the starter should be informed immediately and if necessary racing should be suspended.

## **8 Emergency procedures on the water**

In the event of an incident occurring, it will be within sight of a safety launch and the launch will respond immediately. The launch crew should deal with the incident as necessary. They can summon help from other launches on the course. The coordinator and the starter should be informed immediately and if necessary racing should be suspended. Evacuation of crew members if necessary should be to the club from which the boat set off or to TARC if first aid is needed. The coordinator will call the emergency services should this be advised by the safety launch. Racing will recommence when it is safe to do so.

## **9 Entering club and individual crew responsibilities**

The responsibilities of and precautions taken by the organising committee and the host clubs more generally are outlined above and in more detail in the Risk Assessments. But

visiting clubs and crews must take significant responsibility for their own actions in accordance with British Rowing guidance. Club coaches or other officials should ensure individual rowers are aware of this. Coaches of juniors in particular must ensure that all competitors are fully briefed before the competitions on the *Instructions to Clubs and Crews* and on any further late information issued.

Club volunteers under the direction of an umpire will undertake Control Commission checks of key safety aspects of boats about to go on the river, but this will not necessarily be on a 100% basis; British Rowing does not require this and lays primary responsibility on participating clubs and crews to check. Participating clubs will be asked via the *Instructions to Clubs and Crews* to check all standard safety items on every boat before race day and again *before* proceeding to the steps to boat.

Competitors and coaches should have made themselves familiar with the national Rules of Racing as they apply to a regatta and to any local rules published, most notably the need to use the correct arch of Newburn Bridge during racing, as to be advised in the *Instructions*.

## **10 Pre-race contact for the competition:**

Entries Secretary: Lyn Goldsmith  
Address: Tyne Amateur Rowing Club,  
Water Row  
Newburn  
Newcastle upon Tyne  
NE15 8NL  
Email: entries@tynearc.com

N.B. Should urgent pre-race discussion by phone be needed, Colin Percy, the Water Safety Adviser is willing to take calls on 07985 003304.

*See appendices on next page*

## **Appendix 1**

### ***Event organisation structure***

All the following is under the overall umbrella of Tyne Amateur Rowing Club.

#### **Organising Committee** (as at 07-06-21)

Chair Organising Committee	Olivia Campbell	vicecaptain.events@tynearc.com
Chair Race Committee	John Mulholland	john.rrsa@jdmulholland.plus.com
Competition Secretary	Lyn Goldsmith	entries@tynearc.com
Covid-19 Officer	Tom Campbell	captain@tynearc.com
Water Safety Adviser	Colin Percy	safety@tynearc.com
Welfare Officer	TBC	
Land Facilities Officer	Jo Gregory	clubmanager @tynearc.com
Equipment Officer	TBC	

#### **Race Committee** (as at 09-05.21)

Chair Race Committee	John Mulholland	john.rrsa@jdmulholland.plus.com
Umpires	TBC	

## **Appendix 2**

### ***Contact names and phone numbers for the day***

[To be completed in week before race day – see Section 5]

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As at 07-06-21